Council on Technology Services
Business Process Reengineering Workgroup

Meeting Agenda
May 26, 2005

Draft Workgroup Charter

Objective: Introduce draft workgroup charter and review key components. Workgroup members will be asked to review the charter and provide feedback prior to the next meeting, at which time formal approval of the charter will be sought.

Time: 15 minutes

Enterprise Business Architecture (EBA)

Objective: Paul Lubic will introduce the EBA to the workgroup. Paul will discuss how the EBA was developed, the contents of the EBA, and how the EBA can be used by the workgroup to identify opportunities for reengineering. Members of the workgroup will be asked to review the EBA prior to the next meeting, at which time the workgroup will identify and prioritize reengineering opportunities identified in the EBA.

Time: 30 minutes

Approaches for Identifying of Reengineering Opportunities

Objective: The workgroup will discuss alternative approaches for identification of reengineering opportunities, such as reviewing the work of previous reengineering efforts, focus groups, surveys, etc. The group will also determine the approaches that should be undertaken first. Planning for use of these approaches will occur at the next meeting.

Time: 30 minutes

Prioritization of Reengineering Opportunities

Objective: The Workgroup will begin the process of developing evaluation criteria for reengineering opportunities by defining the characteristics of a "good" reengineering opportunity. Initial evaluation criteria will be finalized at the next meeting.

Time: 30 minutes

Homework and Future Meetings

Objective: Workgroup members will be asked to continue to work on the above issues in preparation for the next meeting. The Workgroup will establish a standing meeting time for future meetings, so bring your calendars.

Time: 15 minutes